Charity Registration No. 1003725

COLNBROOK VILLAGE HALL TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 APRIL 2019

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Raymond Jackson (Vice Chair) Chris Darbon (Booking Secretary) Barbara Underhill (Colnbrook Village Hall Club) Joe Mallows Jill Hood (Secretary) (Colnbrook Residents Association) Ray Angell (Chairman) (Colnbrook Community Partnership) Victoria Brenner (Colnbrook Community Association) Ken Hill (Colnbrook Village Hall Club) Puja Bedi (Colnbrook with Poyle Parish Council) Debbie Clutterbuck (Treasurer) (Colnbrook Amateur Stage Theatre) David Sheilds (St. Thomas' Church) (Appointed 8 October 2018) Krishna Verma
Charity number	1003725
Principal address	Colnbrook Village Hall Vicarage Way Colnbrook Berkshire SL3 0RF
Independent examiner	Brandis Savizon FCCA Eacotts International Limited Grenville Court Britwell Road Burnham Buckinghamshire SL1 8DF
Bankers	Lloyds TSB Bank Plc Slough Berkshire SL1 1DH

CONTENTS

	Page
Trustees report	1 - 3
Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7 - 14

TRUSTEES REPORT FOR THE YEAR ENDED 30 APRIL 2019

The Trustees present their report and financial statements for the year ended 30 April 2019.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Colnbrook Village Hall's Deed of Trust, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)".

Objectives and activities

The Object of the Charity shall be the provision and maintenance of a Village Hall for the use of the inhabitants of Colnbrook and the neighbourhood. The Management Committee aims to provide good hall facilities including the use for meetings, lectures, and classes and for other forms of recreation and social occupation, intended to improve the conditions of life for the said inhabitants.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Colnbrook Village Hall should undertake.

Achievements and performance

An AGM was held on the 27th September 2018. This was well supported by the local community.

During the Financial year 2018 to 2019, many established local groups, including the Whist Club, Over Fifties Club, Colnbrook Residents Association, Parish Council and Colnbrook Amateur Stage Theatre, together with other groups who supported and benefited from the provision of the facility. Thereby, continuing to provide valuable social activities for the local community. The hall was hired to members of the community for events such as meetings, parties, birthday parties and christenings which provided valuable additional income and a local service to the community. In addition the Hall was also hired to local authorities, commercial companies and all day on Fridays it is used by the Zimbabwe church.

Maintenance is carried out to any building issues and or equipment faults on a regular routine basis to ensure the smooth running of the building.

This coming financial year will see the need to overhaul and perhaps replace the ventilation system fans and controls for the main hall.

There has not been any movement on the CVH club becoming an operation within the village hall. The CVHT continues to use Chris Woods who has a personal Alcohol Licence to operate the bar when one is required. This practise is working very well and satisfies the needs of both the Trust and hirers.

Currently the hall is on Leasehold land and the land to the north is Freehold.

It was decided by the trustees that a new vinyl floor needed to be laid in the main entrance hall due to the poor condition of the existing flooring.

The Trust is now licenced as a small scale operation for the purposes of GDPR and the fee of £40 had been paid. A GDPR policy has been adopted and we will now review the document and fine tune it to our requirements.

New LED lighting has been installed in the two stores to replace the outdated lights.

Plans for a mezzanine floor in the foyer had been drawn up but our efforts to secure funding has drawn a blank and therefore, the project is on hold.

TRUSTEES REPORT (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

We sadly lost one of longest serving Trustees Keith Ayres in November 2018. It was decided that we should make Keith a posthumous Honorary Vice President of the Village Hall Trust. A glass plaque was commissioned and a ceremony was arranged to present this award to Keith's family in February 2019 by our President Bill Jeeves.

Following on from problems with lime scale we have installed a water softener to feed the kitchen area. Later in the year we had the water pipes altered to feed the toilets and cleaners cupboard. Drinking water is still available to the two water boilers fridge and a tap in the kitchen.

An electrical white plastic trunking has been installed along the garden side of the wall to facilitate stage sound and lighting cables instead of the nails previously used to hold the cables above the picture rail.

Members of CAST painted the walls and ceiling on the stage black in their own time. The Trust bought the paint and further to this the Trust installed new lighting either side of the stage for actors to be able to see moving around the stage during performances. The Trust also installed new carpet and stair nosing on the stage stairs as these were becoming frayed.

The fund raising for the Colnbrook Museum had now hit approximately £ 60,000.00. We are now nearing a position where the work on the planning application can be started.

Financial review

The financial results for the year are set out in the account statements included in this document. Despite continuing increases in the running expenses due to significant rises in utility costs a satisfactory financial position at the year-end has been maintained and the Objects of the Charity satisfied.

Total reserves currently stand at £221,143 (2018: £226,021). This includes restricted funds of £96,407 (2018: \pm 97,390) and unrestricted funds of £124,736 (2018: \pm 128,631).

It is the policy of the Colnbrook Village Hall that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Colnbrook Village Hall's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Colnbrook Village Hall is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

TRUSTEES REPORT (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

Structure, governance and management

The Public Rooms, known as The Colnbrook Village Hall Trust, Vicarage Way, Colnbrook, Slough, Berks SL3 0RF, is a charity registered with the Charity Commissioners (Number 1003725) and constituted by Deed of Trust.

The Charity according to the Scheme is administered by a Management Committee, comprised, when complete, of twenty-three competent persons (hereinafter referred to as Members) being Ten Elected Members and Thirteen Representative Members. The latter category of Trustees, Representative Members, is of an increasing/decreasing variance, due to the loss or the increase of local voluntary organisations or to organisations not having any willing representative to take up the post of Trustee. The Management Committee during the 2018 - 2019 Financial Year from 1st May 2018 and up to the 30th April 2019 comprised of the following Members:

Raymond Jackson (Vice Chair) Chris Darbon (Booking Secretary) Keith J. Ayres (Colnbrook & Poyle United Church) Barbara Underhill (Colnbrook Village Hall Club) Joe Mallows Jill Hood (Secretary) (Colnbrook Residents Association) Ray Angell (Chairman) (Colnbrook Community Partnership) Victoria Brenner (Colnbrook Community Association) Ken Hill (Colnbrook Village Hall Club) Puja Bedi (Colnbrook with Poyle Parish Council) Debbie Clutterbuck (Treasurer) (Colnbrook Amateur Stage Theatre) Leigh Kelly (Colnbrook Scout Group) (Resigned 18 June 2019) David Sheilds (St. Thomas' Church) Krishna Verma

(Deceased 22 November 2018)

(Appointed 8 October 2018)

Stuart Tarrant (Colnbrook Whist Club)

(Appointed 8 October 2018)

Up to 10 Elected Members are appointed at the Annual General Meeting, Representative Members are appointed by each organisation and notified to the Secretary one month before the Annual General Meeting or as soon as practicable thereafter. The Committee may also appoint up to two Co-opted members.

The following groups also have the right to elect an individual as a representative member of the charity, however the positions remain vacant at this time:

Slough Borough Council Colnbrook Baptist Church **Colnbrook Church Wives** Colnbrook & Poyle United Church

All decisions are made by the trustee body as a whole and appropriate powers and authority is delegated to individual trustees who implement the decisions.

The Trustees report was approved by the Board of Trustees.

DocuSigned by: R Angell Ray Angell - Chairman

Dated: 23 July 2019

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COLNBROOK VILLAGE HALL TRUST

I report on the financial statements of the Colnbrook Village Hall for the year ended 30 April 2019, which are set out on pages 5 to 14.

Respective responsibilities of Trustees and examiner

The Colnbrook Village Hall's Trustees are responsible for the preparation of the financial statements. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act;

have not been met or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Brandis Savizon

-DocuSigned by:

Brandis Savizon FCCA

Eacotts International Limited Grenville Court Britwell Road Burnham Buckinghamshire SL1 8DF

Dated: 23 July 2019

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 APRIL 2019

	Ur Notes	nrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
Income from:					
Donations and legacies	3	-	-	-	4,000
Charitable activities	4	41,378	-	41,378	37,450
Investments	5	26	-	26	25
Total income		41,404	-	41,404	41,475
Expenditure on:					
Charitable activities	6	45,299	983	46,282	41,566
Net outgoing resources		(3,895)	(983)	(4,878)	(91)
Other recognised gains and losses Revaluation of tangible fixed assets		-	-	-	30,000
Net movement in funds		(3,895)	(983)	(4,878)	29,909
Fund balances at 1 May 2018		128,631	97,390	226,021	196,112
Fund balances at 30 April 2019		124,736	96,407	221,143	226,021

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

BALANCE SHEET

AS AT 30 APRIL 2019

		201	9	201	8
	Notes	£	£	£	£
Fixed assets					
Tangible assets	11		323,910		327,414
Current assets					
Debtors	13	9,630		8,927	
Cash at bank and in hand		69,136		67,542	
		78,766		76,469	
Creditors: amounts falling due within one year	14	(16,615)		(10,737)	
Net current assets			62,151		65,732
Total assets less current liabilities			386,061		393,146
Provisions for liabilities			(164,918)		(167,125)
Net assets			221,143		226,021
Income funds					
Restricted funds	16		96,407		97,390
Unrestricted funds			124,736		128,631
			221,143		226,021

The financial statements were approved by the board of directors and authorised for issue on ²³ July 2019 and are signed on its behalf by:

DocuSigned by: K Angell Ray Angell - Chairman

Trustee

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2019

1 Accounting policies

Charity information

Colnbrook Village Hall Trust is a registered charity, number 1003725, and is constituted by Deed of Trust.

1.1 Accounting convention

The accounts have been prepared in accordance with the Colnbrook Village Hall's [governing document], the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Colnbrook Village Hall is a Public Benefit Entity as defined by FRS 102.

The Colnbrook Village Hall has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Colnbrook Village Hall. Monetary amounts in these financial statements are rounded to the nearest \pounds .

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Colnbrook Village Hall has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Income is recognised when the Colnbrook Village Hall is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Colnbrook Village Hall has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Colnbrook Village Hall has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

1 Accounting policies

1.5 Resources expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land & Buildings	Nil
Leasehold property	1% Straight line
Fixtures, fittings & equipment	25% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the Colnbrook Village Hall reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The Colnbrook Village Hall has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Colnbrook Village Hall's balance sheet when the Colnbrook Village Hall becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

(Continued)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Colnbrook Village Hall's contractual obligations expire or are discharged or cancelled.

1.10 Provisions

The capital grant was received to help purchase the property. This grant has been capitalised and is being released in line with the depreciation charge on said property.

2 Critical accounting estimates and judgements

In the application of the Colnbrook Village Hall's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Total
	2019 £	2018 £
Donations and gifts	-	4,000

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

4 Charitable activities

	2019 £	2018 £
Sales within charitable activities	41,378	37,450

Deferred income

An amount of $\pounds 2,354$ (2018: $\pounds nil$) has been recognised relating to income received for the hire of rooms on the premises after the year end.

5 Investments

	Unrestricted funds	Total
	2019 £	2018 £
Interest receivable		25

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

6 Charitable activities

	Village Hall 2019 £	Village Hall 2018 £
Depreciation and impairment	5,176	5,963
Caretaker costs	10,824	10,278
Light & heat	4,112	3,689
Repairs & maintenance	12,902	12,623
Gardening costs	2,326	492
Cleaning	4,671	4,488
Rates	994	828
Telephone	1,228	898
Insurance	642	988
Printing, postage & stationery	177	257
Subscriptions	317	189
Amortisation of grant	(2,207)) (2,207)
Accountancy	3,116	969
Sundry expenses	891	1,029
	45,169	40,484
Share of governance costs (see note 8)	1,113	1,082
	46,282	41,566
Analysis by fund		
Unrestricted funds	45,299	40,583
Restricted funds	983	
	46,282	41,566
For the year ended 30 April 2018		
Unrestricted funds	40,583	
Restricted funds	983	
	41,566	

7 Description of charitable activities

<u>Village Hall</u>

All expenditure has been incurred to support the charity's objective, the provision and maintenance of a village hall for the use of the inhabitants of Colnbrook and the neighbourhood.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

8 Support costs

	Support Governance costs costs		2019	2018	
	£	£	£	£	
Independent examination	-	1,113	1,113	1,082	
	-	1,113	1,113	1,082	
Analysed between					
Charitable activities	-	1,113	1,113	1,082	

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Colnbrook Village Hall during the year.

10 Employees

There were no employees during the year.

11 Tangible fixed assets

	Freehold land & Buildings	Leasehold property	Fixtures, fittings & equipment	Total
	£	£	£	£
Cost or valuation				
At 1 May 2018	80,000	319,000	65,217	464,217
Additions	-	-	1,672	1,672
At 30 April 2019	80,000	319,000	66,889	465,889
Depreciation and impairment				
At 1 May 2018	-	76,530	60,273	136,803
Depreciation charged in the year	-	3,190	1,986	5,176
At 30 April 2019	-	79,720	62,259	141,979
Carrying amount				
At 30 April 2019	80,000	239,280	4,630	323,910
At 30 April 2018	80,000	242,470	4,944	327,414

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

12	Financial instruments	2019 £	2018 £
	Carrying amount of financial assets		
	Debt instruments measured at amortised cost	5,086	4,703
	Carrying amount of financial liabilities		
	Measured at amortised cost	16,615	10,737
	measured at amonused cost	10,015	10,737
13	Debtors		
		2019	2018
	Amounts falling due within one year:	£	£
	Trade debtors	5,086	4,703
	Prepayments and accrued income	4,544	4,224
		9,630	8,927
14	Creditors: amounts falling due within one year		
14	creators, amounts failing due within one year	2019	2018
		2019 £	2018 £
		-	-
	Trade creditors	2,300	1,286
	Other creditors	10,185	7,950
	Accruals and deferred income	4,130	1,501
		16,615	10,737

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2019

15	Grants Received	2019 £	2018 £
	Capital grants received	164,918 	167,125
	Movements on capital grant:	capital grant: Ca	
	At 1 May 2018 Amortisation of grant		167,125 (2,207)
	At 30 April 2019		164,918

A grant was received to finance the purchase of the village hall. This is being written back to the profit and loss account at the same rate that the village hall is being depreciated.

16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at	Resources	Balance at
	1 May 2018	expended	30 April 2019
	£	£	£
Building fund	97,390	(983)	96,407

The Trust received funds from local authorities and the sale of the old village hall, together with specific donations and interest received on the funds which are applied to the development of the new hall. The money which has not been expended is retained in restricted funds.

17 Analysis of net assets between funds

	Unresticted	Restricted	Total
	£	£	£
Fund balances at 30 April 2019 are represented by:			
Tangible assets	226,520	97,390	323,910
Current assets/(liabilities)	62,151	-	62,151
Provisions	(163,935)	(983)	(164,918)
	124,736	96,407	221,143

18 Related party transactions

There were no disclosable related party transactions during the year (2018- none).